

King of Kings Lutheran Church

Church Council Minutes

September 17, 2024

Attendance

Members in Person

Jen McKinnon, President
Rebecca Kurtz Schwanke, Member at Large
Todd Dexheimer, Member at Large
Jason Livingston, Vice President
Kevin Schwartz, Finance
Tami Olson, Secretary
Pastor Amelia Houdek, Associate Pastor, joined at 7:18 p.m.

Members Excused

Pastor Jon Larson, Lead Pastor
Dianne Johnson, Executive Director
Tricia Dege, Vice President
Jen Krumrie, Treasurer

Guest Present: None

Past Business: None

The meeting was called to order at 6:36 p.m. by Jen McKinnon presiding.

Opening Prayer – Kevin Schwartz

Approval of Prior months Meeting Minutes

Jen moved to accept the agenda.
Jason moved to accept the minutes of the last regular meeting.

Motion passed (CC.24.09.25)

Approval of Agenda – Jen

Jen moved to accept the agenda
Rebecca seconded the motion.

Motion passed (CC.24.09.26)

Role of Council:

We empower staff, committees and volunteers to make necessary day to day operational ministry decisions.

The role of Church Council therefore is to focus on more strategic visioning that will seek to further enhance and move ministry forward.

Guest Presentation: None

Connection Time: We are celebrating...Everybody shared.

1. Off Site Meeting Follow Up: Discussion Strategic Plan – Goal/Measurement

Jen said that Tricia sent out an email with measurements from teams.

- **Growth:** Pam, Jake, Jen
 - a) Jen said two measurements I want to do, Sunday Attendance online and in person, we need to track each service.
 - b) Rebecca asked about the online number, does it get reported to the synod to do views or use multipliers.
 - c) Jen said if Dianne were here, she would say the BoxCast numbers need people to stay on a certain amount of time to count them.
 - d) Jen thought that Dianne could break it down more. Might be good to track membership, start a baseline.
 - e) Jason said the difference, active members or members in good standing. Dianne has used that number in the past.
- **Giving/Financial:** Dianne, Todd, Jason, Kevin
 - a) Jason said the current and categorized donor database for metrics falls in line with some of the engagement.
 - b) The other metric from quarterly events for 2025 defined by year end 2024.
- **Young Families:** Laurel, Tricia
 - a) They would like to track annual Baptisms; I like that it is more organized with a class.
 - b) Todd said the more touches with the church the more comfortable they are.
- **Young Adults (18-25):** Michael, Pastor Jon
 - a) No metrics defined at this time.
- **Staff and Engagement:** Pastor Amelia, Paula, Rebecca, Tami
 - a) Planning to track new member engagement from skills and interest brochure from new member class.

2. Financial Update: Kevin Schwartz

- a) Kevin said as of the end of August we are short 167,000 in revenue; however, our expenses are down 140,000 because of personnel and other saving tactics. We are down 27,000 compared to our budget.
- b) Our biggest expenses not noted are transactions; credit card fees and Pushpay was much larger than expected. The old way we had set up investment income was above the line, now under the line, our income is about 96,000 above budget for the year to date. We are looking very good. That offset all those transactional fees. If the market tanks it does not look good on the budget.
- c) Kevin said year to date we are up 1,800.
- d) Jason said he was just wondering if there is a correlation between money donating to organ fund or something else.

- e) Kevin said from cash flow 139,000 behind for month, we took out money for organ payment, half payment.
- f) Rebecca said half was due when we signed the contract, twenty five percent 90 days later and final payment after all work is completed.
- g) Kevin said projection sheets based on multipliers we made up some ground, we are projected to be at 2.116M.

2024	August	Year-to-date
Contributions	134,794	1,207,181
Expenses	143,011	1,125,438
Net	(8,217)	216,537

3. Items from Executive meeting:

- a) Jen said one thing that came up at the executive meeting was the Café and how do we make money. Someone knows a person who worked at Starbucks and could do a training session. Jen said I have also brought up something else I have thought about, maybe more grab and go items that parents would want for littles, if parents come and do not pack a snack. Maybe a Jimmy Dean breakfast sandwich? What do we offer, maybe we will do a survey. All the pre-teens want bubble water. It was just a conversation. How do we entice people to buy things.
- b) Rebecca said I have thoughts, maybe using kitchen to raise money. Rebecca said kids may need service hours for confirmation.
- c) Rebecca said the church I grew up in made caramel rolls, and I make caramel rolls for the men’s group. Maybe there are little things like that we could do.
- d) Jason said we need to have an attachable cup holder in the pew.
- e) Pastor Amelia said I will let you know right now, no unless you want a new chair system.
- f) Jason said my second recommendation is we need better cups, even plain white cups.
- g) Jason said it could be white cups with bands with King of Kings Logo and message.
- h) Jason added maybe like a shift leader.
- i) Jason said the third item is that when you come out at 10:45 the cafe is closed. Is it summer hours?

4. Staff updates:

- a) Jen said in Dianne’s status report notes, said the air compressor failure for the fire suppression system and central alarm is estimated to be \$12,000.
- b) Jen asked if there was anything else from staff reports.
- c) Pastor Amelia said thanks for doing a great job on Connection Sunday, I don’t know what I was expecting.
- d) Pastor Amelia said I had done an update of filling a position of hospitality manger, have not received bites on this, we have removed, I am working with people to change the language of the scope of the job and being more inteninal what the actual thing is. I will re-post that it is still is a mission critical position. The worship coordinator can be responsible for all these people

and still do their job. Removed from advertising spots – so when we get wording for what we need right now.

- e) Jen said thank you to you, I can really see in the hospitable space, notes behind desk, all the touch points have same language, look, and vibe.
- f) Pastor Amelia said your welcome, that is Isabelle.
- g) With the worship coordinator we need to write a training manual. Going through each job to train everyone the same. Thank you, the thing for me is removing obstacles for people to engage.
- h) Pastor Amelia said from staff, Jake's Sound board that is coming. Looking forward to that. Staff is up and running and a really good energy and camaraderie.
- i) Jen said we started our meeting today, connection time, we each went around what are we celebrating.
- j) Pastor Amelia said what color is... I am celebrating the direction of this congregation. How do I fit into this. I feel joy doing things with others.

5. Worship / Community Engagement:

Organ Pledge Update

- a) Jen said as of 9/17 we have 18 cards for \$24,470 for the pipes.
- b) Pastor Amelia said she gave updates on organ during Sunday services and will pick back up in October and right before it closes.
- c) Jen said at the connections Sunday event, we got the question, Why the very short time to collect money for pipes? If we extend it another year the price could go up. I did get a few questions. If we already gave gifts this year are their options, If you back date a check.
- d) Pastor Amilia said here is what I will interject, Pastor Jon, and I stand in agreement on this, this is above and beyond, I don't know if people understand, for me this is a spiritual thing, we are not at a financial place right now to stop general to support this project.
- e) Jen said I was talking with a gal, do you have 5 people to donate? Jen said I want this to be a congressional decision, I said this is above and beyond, we don't want this money taken out of the budget.
- f) Kevin said we don't want 5 people to drive this.
- g) Jen said if we don't get the pipes, the new organ will sound better than what we have now.
- h) Pastor Amelia said I really appreciate that; I am passionate about that.

6. Other Committee Updates / New Business/ On Going

- Church Directory: Plan for spring 2025
- Jen said our visitor last month for the church directory was pushing to get done this year, Dianne said let's connect next year for the right time.

7. Upcoming Events and Meetings

- Executive Team Oct 8th (Jen gone)

- Council Meeting Oct 15th

The meeting was adjourned at 7:40 p.m.

Adjourn Meeting – Jen

Closing Prayer & Prayer Requests – Pastor Amelia

Appendix A: Staff Reports

September Staff Council Reports

September

Staff Church Council Updates

Pastor Jon

Pastor Amelia

I Celebrate:

Connection Coaching on 9:28 40+ people participated. We set a vision for Gospel Hospitality; talked about the vision and mission of King of Kings and then introduced the E4 strategy.

Wonderful Morning and message from Daudi Messeemmaa on Sunday Aug.11! Being able to hear from our mission partners and get to engage with them connects our benevolence to real people which creates excitement in our congregation.

We received 8 new people into Membership on Aug. 18

Having the opportunity to present to the Women's Leadership Team, confirmation parents, and Kids of the Kingdom leaders. I presented the vision of Gospel Hospitality and King do Kings E4 strategy for life together in faith.

Added coordinating nametags for all of our Sunday morning volunteers that is line with our branding and people's desire to have 'permanent' nametags.

Our compassionate and caring Visitation team members—they add a very important layer to caring for our congregation members.

I'm working on:

Reworking the Explore Membership Event to include full powerpoint; message from Pr. Jon on stewardship; E4 strategy; and skills and interests brochure. Still working on follow up for new members

Reworking the Baptismal liturgy. This is a theologically creative opportunity and I am enjoying finding language that speaks to how we live our baptismal lives daily.

Establishing a more 'lutheran liturgical' flow to the 10:45am service which better reflects our theology and provides consistency for students learning why and how we worship through a Lutheran/Mailline lens

Engaging prayer ministers to expand how they engage with the congregation. We've added the opportunity to be the assisting prayer minister in worship; prayer nook minister; pre worship prayer in the sanctuary; and the team agrees to wear their nametags in worship even when they do not have an official role in order help the congregation become aware of their presence and ministry.

Managing the google docs. Hahaha!

Reworking the language of the advertisement of the Hospitality Development Coordinator position. Kathy Becher is working with me on this

Organizing the Welcome Desk (Kathy Becher is helping me with this as well)

I ask help with:

All leaders at King of Kings to practice Gospel Hospitality

Filling in when volunteers have not filled in all the service spots on a given Sunday

I'm Anticipating:

Bishop's Theological Conference at Arrowwood in Novemeber

Leading Well Retreat in Scottsdale AZ in Nov. The focus this year is "Telling the Compelling Stories of our faith. I am planning to bring back insight and tips/tricks to help "our story, become their story, which becomes our new story."

Jake

The new sound board has arrived! It's sitting in my office waiting to be installed the week of October 7th.

The plan for the current sound board is to move it into the MPR and uncover the mysteries of how that room always gets messed up. This should help because even if people mess up the tech in that room, we can recall saved settings to get us back to normal.

I'm working on training in students to run the booth for Jesus Jammers and Confirmation on Wednesday nights so that I can have a more normal schedule that day.

Laurel

Women's Ministry leaders gathered for supper, updated guidelines for managing confidentiality and communication within groups, and a special presentation from Pastor Amelia on our E4 strategy and Gospel Hospitality.

I met with Mary Owen, our drop in play coordinator. We will offer another series of sessions in the spring.

Our women's summer studies concluded in August. The Monday evening study was attended consistently but the Wednesday morning study dropped off significantly each month. This will have to be addressed when planning for next summer.

Isabelle Hammond and I created the new Connect at King of Kings skills and interests booklet. I also coordinated (with Jen McKinnon's partnership) our Connection Sunday ministry fair event. We have 35 completed skills and interests booklets returned. Patty Bishop is entering all the new information into ACS (she deleted the old content).

Michael and I met with Pastor Jon to discuss requirements for students registered for our Confirmation program as well as how to proceed with sermon notes and service requirements. The pastors have committed to reviewing worship notes from the Sundays they preach. This will begin soon.

Isabelle and I are working on finalizing the format for our 2024 Advent Devotional. Pastor Jon created a format and a significant amount of content. His "draft" was reviewed at a meeting attended by both pastors, Dianne, Isabelle and me. It's wonderful to be at this point in mid-September!

I will be teaching Kindergarten at 10:45. In the group we have two sets of twins with 3 of the 4 children requiring special support. It is challenging to find volunteers (and a team teacher for me) in this situation. Any ideas?

A special thank you to volunteers from Men's Ministry who helped hang signage prior to Connection Sunday! I'm grateful for their willingness to give of their time and ladder climbing skills. The energy surrounding our events with big set-ups has been amazing!

Michael

Confirmation is ALMOST up and running...we had our parent meeting last week. As always, super excited about working with those student and their families again! Going to be a great year!

Moving our HS weekly programming to Sunday evening....trying to make that time more accessible to students/families so that they can participate. Will begin on Sept. 29th

Working with our current 9th graders to prep for confirmation services this year. We are going to have a huge class and it's going to be awesome! We had 45 students come work on their stoles yesterday. A great chance to be together!

Pam

Celebrating the second Community Dinner held at King of Kings on Sept. 5th. We had 65 people from the Woodbury and surrounding community attend from retired couples, single parents, multi-generation families with their fliers from Open Cupboard, King of Kings families with school age children, refugee families.. We added children's activities. The parents could not get their children to go home. Energy filled the multi-purpose room.

Held an Every Meal Distribution training. Excited to have Grey Cloud Elementary as our partner school.

Working on: Tanzania trip for August 2025. We have 10 - 15 people interested in this mission trip for August 2025. Waiting for airline prices to be announced. We have another interest meeting next week before we ask people to put down their deposit.

Wednesday Oct. 16th is World Hunger - We will be hosting a packing event with Harvest Pack on Thursday, Oct. 3rd along with our Community Dinner. We need 80 volunteers to pack 23,000 bags of fortified oatmeal to be given to local food pantries. Please encourage all ages to sign up.

Looking forward to welcoming and meeting with Pastor Karen Castillo from Guatemala. She will be giving updates on ILAG this Thursday evening September 19th here at King of Kings. All are invited to attend.

Paula

Kids of the Kingdom is off to a great start. There are 210 students enrolled in class and had a few new visitors who are interested in coming.

Grateful to the amazing volunteers who have stepped forward to help out in various ways. There are still a couple of openings at 9:30 and a few more at 10:45. For the classes without any teachers, I have had a couple of subs that have stepped in to help. If no one steps up to teach, parents will be asked to take turns.

10:45 Kindergarten is small but a handful. Originally they were with the PreK kids but will be moving the Kindergarten students to their own class. Laurel will teach it. Looking for an experienced adult teacher to complete that team.

Volunteer Orientation was held and Pastor Amelia came to share some words of encouragement to start our year. Really appreciated the sharing of ideas by teachers for making class fun.

PreK Faith Milestone went really well at both hours. This year, volunteers were asked to join us for class portion and they had parts to lead. The kids loved walking over the bridge at the blessing portion.

Kickoff was led by Hannah Arland this year. Kids did some grade level community building and played games.

Prepping for 2nd Grade Kids and Money Milestone and 3rd Grade Bible.

Mason did some early work on the Fall Festival so I am picking that up and finalizing games and prizes as well as recruiting volunteers.

Andrea

RSG is off to a GREAT start! All registered kiddos came to preschool - we have only 2 open spots!!

- We held a great 2 Day Parent Orientation
- Working on collecting and completing child paperwork
- Organizing/ completing Teacher inservice/training
- State licensing requirements/paperwork for enrolled children
- MDH yearly immunization report paperwork
- State licensing annual review paperwork packet
- The teachers are amazing and so far the kids are too!

Dianne

Managed funding for the initial payment of organ and contract signed.

Helped with organ pledge mailing.

Oversight on Air compressor failure for the fire suppression system and central alarm. Estimated cost will be \$12,000.

Eagle Scout project supervision of pathway from playground to Columbarium.

Snowplowing quotes for the year (contract runs November through March)